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Cc: Bilyeu, Jill[Bilyeu.Jill@epa.gov]; Wilkie, walter[wilkie.walter@epa.gov]
From: Caporale, Cynthia
Sent: Mon 2/24/2014 7:19:29 PM
Subject: URGENT - Need Time Spent on Charleston Chemical Spill

All,

Needed immediately!

If you worked on the WV Spill and **have not** entered your time in PeoplePlus please enter the hours you worked either in meetings, technical support, sample processing or analysis on the EAID Charleston Expense spreadsheet located on [I:/ASQAB_Shared/HSCD Support directory](#). Save the document and close. You do not need to fill in the pay rate or total expense columns.

Fred – TSB time used to process the request should be included as well.

Joe, Ron and Kevin – if you used your bankcard for the purchase of any standard related to the WV Spill (check with Jennie if need list) then please use this attached form to send me the costs associated with the purchases.

This information is needed for a report being prepared for tomorrow morning so I will need these sheets as soon as possible.

Thanks,
Cindy

From: Wilkie, walter
Sent: Monday, February 24, 2014 1:48 PM
To: Caporale, Cynthia
Cc: Pomponio, John
Subject: FW: Briefing Paper on Charleston Chemical Spill
Importance: High

I forwarded a voicemail I received from Ken this afternoon...will follow-up during this afternoon's staff meeting. Thanks!

Walt

Walt Wilkie, Deputy Director
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From: Rose, Kenneth
Sent: Monday, February 24, 2014 1:16 PM
To: Wilkie, walter
Cc: Melvin, Karen
Subject: Briefing Paper on Charleston Chemical Spill
Importance: High

Walter,

As I indicated in my voicemail of a few minutes ago, I am working on a briefing paper related to the Charleston Chemical Spill. I understand that EPA's lab has costs associated with this

response and I need to incorporate those in HSCD's briefing paper. I have attached an Excel worksheet to calculate personnel costs (ex – indirect costs) that I hope you will find helpful. I will need to know any other non-personnel costs that may have been incurred associated with this Site.

Given the deadline of 2pm tomorrow for the briefing papers, I will need this by the end of today to incorporate in our paper.

I appreciate your assistance. If you have any questions, please call me.

Best,

Ken

Kenneth I. Rose III, Acting Communications Coordinator

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